

Regular Meeting Agenda

Date: Thursday, June 20, 2013

Meeting: Regular Meeting with Closed Session as per OMA and 5ILCS120/2c

Time: 6:00 PM

Location: Administrative Building in the Board Room, 650 Academic Drive, Algonquin, Illinois

Mission Statement: We will Inspire, Challenge, and Empower everyone every day.

Board of Education Members: President, Mr. Donald Drzal; Vice-President, Mr. Paul Troy; Secretary, Mrs. Kimberly Skaja; Mr. Michael Fleck; Mr. William Geheren; Mr. Kevin Gentry; Mr. Anthony Quagliano

Agenda

All times are approximate. D=Discussion, R=Report, A=Action

1. **Call to Order / Roll Call (A)** (President Mr. Drzal)

Call the Thursday, June 20, 2013 Regular meeting to order at ___ p.m.

Roll Call: Ayes / Absent / **Motion** _ A quorum must be met.

Members: Mr. Drzal, Mr. Fleck, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Troy

2. **Closed Session / Roll Call (A)** (Mr. Drzal)

Move to enter into closed session at ___ p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of: (1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel, (2) Collective Bargaining Matters, (9) Student Disciplinary, (11) Litigation, (21) Discussion of minutes of meetings lawfully closed under this Act. **Roll Call:** Ayes / Nays / Absent / **Motion** _

Members: Mr. Troy, Mr. Drzal, Mr. Geheren, Mr. Fleck, Mr. Gentry, Mr. Quagliano, Mrs. Skaja

2. 1. **Exit or Suspend Closed Session / Voice Call (A)**

Move to exit or suspend closed session at ___ p.m. and return to open session.

Voice Call: Ayes / Nays / **Motion** _

3. **Resume in Public Session / Roll Call (A)** (President) *approx. 7:00 p.m.*

Resume the regular meeting at ___ p.m. **Roll Call:** Ayes / Absent / **Motion** _

Members: Mrs. Skaja, Mr. Troy, Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mr. Fleck

3. 1. **Action as required / Roll Call** (President)

Will come from the Board. **Roll Call:** Ayes / Nays / **Motion** _

Members: Mr. Drzal, Mr. Fleck, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Troy

4. **Pledge of Allegiance** (Mr. Drzal)

5. **Recognition by the Board of Education** (President, Mr. Drzal)

Students will receive recognition by the Board.

5. 1. **Student Achievement -Marlowe Middle School IESA Track and Field State Meet Medalists** (Mr. Zehr)

Marlowe Middle School (MMS) students participated at State Track meet and being recognized for their achievements are: Eve Meintz 3rd place in 7th grade girls pole vault; Megan Hernandez 8th place in 7th grade girls' 800meter; Luis Dzib 6th place in 8th grade boys' long jump.

5. 2. **Student Achievement - Heineman Middle School IESA Track and Field State Meet Medalists** (Mr. Litchfield)

Heineman Middle School (HMS) students participated at State Track meet and being recognized are: Rhian Whitfield 8th place in 7th grade girls' pole vault; and Samantha Heustis 8th place in 8th grade girls' 100 meter dash.

5. 3. **Student Achievement -Huntley High School (HHS) IHSA Track and Field Medalist** (Mr. Nordeen)

HHS student who participated at State Track meet and being recognized for her achievement is Anthonia Moore who placed 9th in the 400 meter.

5. 4. **Student Achievement -Huntley High School (HHS) IHSA Track and Field Medalist** (Mr. Nordeen)

HHS student who participated at State Track meet and being recognized for her achievement is Omo Tseumah who is the State Champion in high jump.

6. **Public Comment** (President)

As per Policy 2:230, public comment can be made during this portion of the meeting.

(Forms are available at the agenda table and should be submitted prior to the meeting to the President or Secretary.)

7. **Revision and Adoption of the Agenda / Voice Call (A)** (President)

Move to adopt the agenda as presented (or with changes). **Voice Call:** Ayes / Nays / **Motion** __

8. **Associate Superintendent's Report** (Mr. Awrey)

Updates will be given at this time.

9. **Fiscal Services Report** (Mr. Altmayer)

Updates will be given at this time.

Recommendation: For informational purposes only.

10. **Human Resources (HR) Report** (Ms. Lombard)

Updates will be given at this time.

11. **Superintendent's Report** (Dr. Burkey)

11. 1. **Freedom of Information Act Requests (FOIA)** (R) (Dr. Burkey)

Discussion: A report on monthly FOIA requests is provided.

Recommendation: For informational purposes only.

11. 2. **Donations, Gifts and Grants** (R) (Dr. Burkey)

Discussion: The monthly report on donations, gifts and grants for acknowledgement.

Recommendation: For informational purposes only.

12. **President's Report** (Mr. Drzal)

13. **Consent Agenda / Action / Roll Call** (Mr. Drzal)

All of the following Consent Agenda items have gone through the Committee of the Whole. Prior to adoption, revisions are presented here. **Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval and adoption of the Consent Agenda as follows:

Members: Mr. Drzal, Mr. Fleck, Mr. Geheren, Mr. Gentry, Mrs. Skaja, Mr. Quagliano, Mr. Troy

13. 1. **Minutes (A)** (Mrs. Fettes)

The following draft Board minutes for approval: Regular May 16, 2013; Committee of the Whole June 6, 2013; and Special Meeting June 6, 2013 as presented.

Recommendation: Seeking approval of the Board for the minutes as presented.

13. 2. **Closed Executive Session Minutes (A)** (Mrs. Fettes)

Seeking approval of the closed executive session meeting minutes: Regular May 16, 2013, as presented during closed session.

Recommendation: Approval of the executive minutes as discussed in closed session.

13. 3. **HR Personnel and Addendum Reports (A)**(Ms. Lombard)

Seeking approval of the personnel reports provided and reviewed by the Board which includes explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests as presented.

Recommendation: Seeking approval of the personnel action items as presented.

13. 4. **Building and Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Fleck)

13. 4. 1. **Water Treatment Services Contract (A)** (Mr. Renkosik)

At the 6.6.13 COW, the B&G Committee recommended the Water Treatment Services Contract with Global Water Technologies at the cost of \$3,300 per year.

Recommendation: Seeking approval of the Board of the Water Treatment Services Contract with Global Water Technologies as presented.

13. 4. 2. **Proposal for Consulting Services from Sodexo for Sprinkler Remediation at Conley, Mackeben and Administration Buildings (A)** (Mr. Renkosik)
 At the 6.6.13 COW, the B&G Committee recommends Sodexo be commissioned for consulting services to be provided on a time and expenses basis as outlined in the May 13, 2013 letter; for peer review engineering consulting services of an AE firm to provide bid specification development and construction administration services for the sprinkler remediation work at Conley, Mackeben and Administrative-Transportation buildings, as presented.
Recommendation: Seeking approval of the Board of the Sodexo proposal for consulting services as presented.
13. 4. 3. **Wold Architects Engineers (AE) Fire Protection System Repairs (A)** (Mr. Renkosik)
 At the 6.6.13 COW, the B&G Committee recommended approval of the proposal from Wold AE to provide bid specification development and construction administration services for the sprinkler remediation work at Conley, Mackeben and Administrative-Transportation buildings as outlined in Wold's letter dated May 3, 2013.
Recommendation: Seeking approval of the Board of the proposal from Wold Architects Engineers as presented.
13. 4. 4. **Cash Farm Rental Bid #2011-51 Amendment (A)** (Mr. Renkosik)
 At the 6.6.13 COW, the B&G Committee recommended approving Amendment #1 to the Cash Farm Rental Agreement with Fruin Farms dated January 19, 2012, for the reduction of five tillable acres for use by CSD158 for stockpiling of excavated spoils from the HHS Athletic Field Improvement Project.
Recommendation: Seeking approval of the Board for Addendum #1 to the Cash Farm Rental Agreement with Fruin Farms as presented.
13. 4. 5. **Guaranteed Energy Savings Contract RFP#2010-32 / Final Acceptance of Construction Phase (A)** (Mr. Renkosik)
 At the 6.6.13 COW, the B&G Committee recommended Final Acceptance Certificate of construction phase of the Guaranteed Energy Savings Contract with the CTS Group.
Recommendation: Seeking approval of the Board the Final Acceptance Certificate as presented.
13. 5. **Curriculum & Instruction (C&I) Committee** (Mr. Geheren-chair, Mr. Gentry, Mrs. Skaja)
13. 5. 1. **Huntley High School Journalism Trip to Iowa (A)** (Mr. Awrey)
 At the 6.6.13 COW, the C&I Committee recommended approval for HHS journalism student's participation at the proposed Journalism Workshop July 22-26, 2013, with the approximate expenditure of \$1,435.56 for travel to the University of Iowa.
Recommendation: Seeking approval of the Board for HHS Journalism trip to Iowa as presented.
13. 6. **Finance Committee** (Mr. Quagliano-chair, Mr. Gentry, Mr. Fleck)
13. 6. 1. **Payables (A)** (Mr. Altmayer)
 At the 6.6.13 COW, the Finance Committee recommended the Purchase Orders at \$234,740.04; Imprest checks at \$240,020.59; Accounts Payable at \$1,721.06; and Disbursements issued at \$4,467,922.45; as presented.
Recommendation: Seeking approval of the Board to make payables as presented.
13. 6. 2. **Revenue Contracts (A)** (Mr. Altmayer)
 At the 6.6.13 COW, the Finance Committee recommended the revenue contract agreement with Custom Sports Wear to benefit Leggee Elementary estimated net revenue of \$1,200.00 as presented.
Recommendation: Seeking approval of the Board for the revenue contract agreement with Custom Sports Wear as presented.
13. 6. 3. **Prevailing Wage Act - Resolution (#2013-06-01)** (A) (Mr. Altmayer)
 At the 6.6.13 COW, the Finance Committee recommended adoption of Prevailing Wage Act Resolution #2013-06-01 and direct publication of notice as required by State law and the Illinois

Department of Labor regulations.

Recommendation: Seeking approval of the Board for adoption of the Prevailing Wage Act Resolution #2013-06-01 as presented.

13. 6. 4. **Designation of Depositories Resolution (#2013-06-02)** (A) (Mr. Altmayer)
At the 6.6.13 COW, the Finance Committee recommended adoption of the Resolution listing the financial institutions of Amalgamated Bank of Chicago, Harris Bank N.A., Illinois Institutional Investors Trust, The Bank of New York Mellon Trust Co. N.A., and U.S. Bank as the official depositories for funds of School District 158 as presented.
Recommendation: Seeking approval of the Board for adoption of Resolution #2013-06-02 listing the Designation of Depositories as presented above.
13. 6. 5. **FY14 Tentative Budget (A)** (Mr. Altmayer)
At the 6.6.13 COW, the Finance Committee recommended approval of the FY14 Tentative Budget modifications as presented.
Recommendation: Seeking approval of the Board at their next regular meeting as presented.
13. 6. 6. **Special Education Project Dollars (A)** (Mr. Altmayer)
At the 6.6.13 COW, the Finance Committee recommended approval of \$20,000 Special Project dollars to furnish and provide supplies for their Life Instruction Guiding Huntley Transition (LIGHT) program.
Recommendation: Seeking approval of the Board of expenditure of \$20,000 special project dollars to furnish and provide supplies for the LIGHT program as presented.
13. 6. 7. **National School Lunch Rate Increase (A)** (Mr. Altmayer)
At the 6.6.13 COW, the Finance Committee recommended Type A lunch rate increase from \$2.40 to \$2.60 as required by federal regulations, as well as increasing the tiered price \$2.50 to \$2.75 for higher costing meals, to meet the 3-year requirement.
Recommendation: Seeking approval of the Board to approve the Type A lunch rate increase from \$2.40 to \$2.60 as required by federal regulations, as well as increasing the tiered price \$2.50 to \$2.75 for higher costing meals.
13. 6. 8. **Debt Restructuring - Escrow Options - Presentation (A)** (Mr. Altmayer)
At the 6.6.13 COW, the Committee recommended funding the Escrow with Treasuries, Corporation Interest STRIPS, as well as, U.S. Agency International Development Bonds, utilizing PFM's security-by-security procurement process. All investments will be/are guaranteed by the U.S. Government..
Recommendation: Seeking approval of the Board, funding the Escrow with Treasuries, Corporation Interest STRIPS, as well as, U.S. Agency International Development Bonds, utilizing PFM's security-by-security procurement process as presented.
13. 7. **Human Resources (HR) Committee** (Mr. Gentry-chair, Mr. Troy, Mr. Geheren)
 13. 7. 1. **Grounds Maintenance (A)** (Ms. Lombard)
At the 6.6.13 COW, The HR Committee recommended approval of the additional maintenance staff member who will focus on leading athletic field grounds maintenance in a working supervisor role, as well as other maintenance duties and responsibilities as presented.
Recommendation: Seeking approval of the Board of a proposed Maintenance position as presented.
 13. 7. 2. **Job Descriptions - Transition Specialist / Job Coach (A)** (Ms. Lombard)
At the 6.6.13 COW, the HR Committee recommended approval of the Transition Specialist: Job Developer and Paraprofessional: Job Coach job descriptions as presented.
Recommendation: Seeking approval of the Board for the Job Descriptions listed above as presented.
 13. 7. 3. **FY14 Salary Rate Change Recommendation - Non-Union Employees (A)** (Ms. Lombard)
At the 6.6.13 COW, the HR Committee recommended the FY14 salary rate change for non-

union employees to mirror HESPA employees, and the OT/PT salary increase mirror that of the HEA contract; total non-union increase for FY14: \$122,369.35, as presented.

Recommendation: Seeking approval of the Board for non-union employees FY14 salary rate change as presented.

13. 8. **Policy Committee** (Mr. Drzal-chair, Mrs. Skaja, Mr. Troy)

13. 8. 1. **PRESS Policy / January 2013 Issue (A)** (Mr. Awrey)

At the 5.16.13 regular meeting, first reading of the following policies were approved: 4:15, 4:140, 4:170, 5:50, 5:260, 5:330, 6:170, 6:190, 6:220, 7:190, 7:305, 8:20, and 8:25.

Administration is seeking approval for second reading.

Recommendation: Seeking approval of the Board as a second reading of the above policies as presented.

13. 9. **Board of Education** (President-Mr. Drzal)

13. 9. 1. **Designation of Official Newspaper Resolution #2013-06-03 (A)** (Mrs. Fettes)

At the 6.6.13 COW, the Committee recommended by Resolution (#2013-06-03) continuing with the Northwest Herald as the Official Newspaper of the Board of Education.

Recommendation: Seeking approval of the Board to adopt Resolution #2013-06-03 Designation of Official Newspaper as presented.

13. 9. 2. **Membership Renewals with IASB and LUDA for 2013-2014 (A)** (Dr. Burkey)

At the 6.6.13 COW, the Committee recommended membership renewals with IASB (Illinois Association of School Boards) at \$9,632.00 and LUDA (Large Unit District Association) at \$3,000.00 for the 2013-2014 school year.

Recommendation: Seeking approval of the Board for the renewal of membership with IASB and LUDA the 2013-2014 school year as presented.

13. 9. 3. **Strategic Plan Indicators 2012-2013 - Final Report (A)** (Dr. Burkey)

At the 6.6.13 COW, the Committee recommended approval of the District's 2012-2013 Strategic Plan Goals and Indicators as presented.

Recommendation: Seeking approval of the Board of the 2012-2013 Strategic Plan goals and indicators as presented.

13. 9. 4. **Strategic Plan Indicators and Measures for 2013- 2014 (A)** (Dr. Burkey)

At the 6.6.13 COW, the Committee recommended adoption of the Strategic Plan Indicators and Measures for 2013-2014 school year as presented.

Recommendation: Seeking approval of the Board adoption of the Strategic Plan Indicators and Measures 2013-14 as presented.

14. **Items Removed from the Consent Agenda (A)** (Mr. Drzal)

Items removed from the Consent Agenda are discussed separately and may require a roll call vote.

Roll Call: Ayes / Nays / **Motion** ___

Members: Mr. Quagliano, Mr. Gentry, Mrs. Skaja, Mr. Fleck, Mr. Troy, Mr. Drzal, Mr. Geheren

15. **Action Items / Roll Call (A)** (Mr. Drzal)

(Action items may or may not have gone through committee and require separate action.)

15. 1. **Supplemental Purchase Orders and Supplemental Accounts Payable (A)** (Mr. Altmayer)

Mr. Altmayer provided the Supplement Purchase Orders Report at \$7,600,012.25 and the Supplemental Accounts Payable Report at \$15,028.06, for approval. **Roll Call:** Ayes / Nays / **Motion** ___

Recommendation: Seeking approval of the Supplemental Reports as presented.

15. 2. **Debt Restructuring Resolutions - Escrow and Bond Issuance (A)** (Mr. Altmayer)

At the 6.6.13 COW, the Committee recommended moving forward with the Debt Restructuring Resolutions for Escrow and Bond Issuance of the Series 2013 General Obligation refunding School Bonds. **Action and Roll Call** required.

15. 2. 1. **Escrow Resolution (#2013-06-04) (A)** (Mr. Altmayer)

The Escrow Resolution (#2013-06-04) which authorizes and directs the execution of an escrow Agreement in connection with the issuance of the Series 2013 General Obligation Bonds for the refunding. **Roll Call:** Ayes / Nays / **Motion** _.

Recommendation: Seeking approval of the Board for adoption of Escrow Resolution #2013-06-04 authorizing and directing the execution of an Escrow Agreement as presented.

15. 2. 2. **Bond Issuance Resolution (#2013-06-05) (Parameters) (A)** (Mr. Altmayer)

The Bond Issuance Resolution #2013-06-05 (Parameters) which authorizes the issuance of the Series 2013 General Obligation Refunding School Bonds not to exceed \$41,000,000, for the purpose of refunding certain outstanding bonds of the District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and . **Roll Call:** Ayes/ Nays / **Motion** _

Recommendation: Seeking approval of the Board for adoption of Bond Issuance Resolution #2013-06-05 (Parameters) of the Series 2013 General Obligation Refunding School Bonds not to exceed \$41,000,000, for the purpose as stated above.

15. 3. **Equipment / Furniture Declared as Surplus (A)** (Mr. Altmayer)

Mr. Altmayer is seeking Declaration of Surplus of items no longer of use, obsolete and/or broken (list included). **Voice Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board to Declare as Surplus the listed of items as presented.

15. 4. **2013-2014 Advantage EAP Contract / Samaritan Counseling Center (A)** (Ms. Lombard)

Ms. Lombard will seek approval for the renewal of the Advantage EAP Contract through Samaritan Counseling Center in the amount of \$10,080.00 for the 2013-2014 school year. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board of the 2013-2014 Advantage EAP Contract through Samaritan Counseling Center as presented.

16. **Public Comment** (Mr. Drzal)

17. **Adjournment (A)** (Mr. Drzal)

Motion to adjourn the meeting at __ p.m. **Voice Call:** Ayes / Nays / **Motion** __